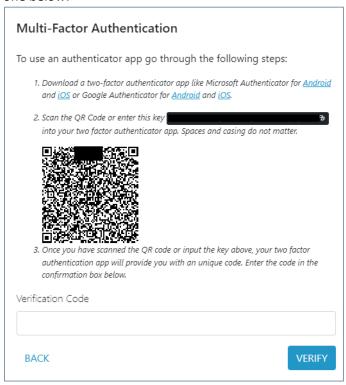
First-Time Setup of Multi-Factor Authentication for PSRS

- 1. Download either the **Google Authenticator** or **Microsoft Authenticator** app (both apps are free to download) to your smartphone or tablet. <u>Only one</u> of these is needed, there is no need to download both. The apps are available in the App Store (Apple/iOS) or the Play Store (Android).
- 2. Login to the PSRS for the first-time (https://bail.txcourts.gov/) and you will get a prompt like the one below:



For Google Authenticator:

- 3. Open the Google Authenticator app and click on the little plus symbol (+) on the lower right.
- 4. Click on the camera to scan the QR code or enter the setup key.
- 5. Once completed, you'll see *Automon Identity Server* listed with a 6-digit number that changes every 30 seconds. Enter this number in the verify field on the PSRS screen and hit *Verify*.
 - a. Note: <u>Do not</u> copy and paste the 6-digit number, enter each digit.

For Microsoft Authenticator:

- 3. Open the Microsoft Authenticator app and click on the three dots in the upper right, then click on *Add Account*.
- 4. Then click on Other Account
- 5. Scan the QR code or click on *Enter Code Manually*. If entering manually, use "PSRS" as the account name and then enter the code shown where it has Secret key, then click on *Finish*.
- 6. Once completed, you'll see PSRS listed. Click the right arrow next to it to get the 6-digit code. Enter that code in the Verify field on the PSRS screen and hit *Verify*.
 - a. Note: Do not copy and paste the 6-digit number, enter each digit.